# **Assassination Records Review Board Final Determination Notification**

AGENCY : HSCA

RECORD NUMBER : 180-10070-10170

RECORD SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER :

Released under the John F Kennedy Assassination Records Collection Act of 1992 (44 USC 2107 Note). Case#:NW 68261 Date:

**December 8, 1995** 

**Status of Document:** Postponed in Part

#### Number of releases of previously postponed information: 6

Reason for Board Action: The Review Board's decision was premised on several factors including: (a) the significant historical interest in the document in question; (b) the absence of evidence that the release of the information would cause harm to the United States or to any individual.

#### **Number of Postponements:** 4

Postponements: All the postponements in this document represent Social Security numbers.

Reason for Board Action: The text is redacted because the public disclosure of the redaction could reasonably be expected to constitute an unwarranted invasion of personal privacy, and that invasion of privacy would be so substantial that it outweighs the public interest.

Substitute Language: SSN

Date of Next Review: 2017

**Board Review Completed:** 10/24/95

Date: 08/20/93 Page: 1

#### JFK ASSASSINATION SYSTEM

#### IDENTIFICATION FORM

#### AGENCY INFORMATION

AGENCY: HSCA

RECORD NUMBER: 180-10070-10170

RECORDS SERIES : STAFF PAYROLL RECORDS

AGENCY FILE NUMBER:

#### DOCUMENT INFORMATION

ORIGINATOR: HSCA

FROM:

TITLE:

DATE: 12/30/77

PAGES: 6

SUBJECTS:

HSCA; ADMINISTRATION WELBURN, BRENDA L.

DOCUMENT TYPE : PRINTED FORM

CLASSIFICATION: U
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DATE OF LAST REVIEW: 07/16/93

OPENING CRITERIA:

COMMENTS:

Box 3.

# PAYROLL AUTHORIZATION FORM

(Please Use Typewriter or Ballpoint Pen)

# U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

## To the Clerk of the House of Representatives:

I hereby authorize the following payr

type of action is an Appaintment, Salary Adjustment, or Title Change, complete appropriate information below.)  Position Title  Gross Annual Salary*  \$16,000.00  f employee is a civil service annuitont fincludes U.S. House of Representatives), the gross annual salary shown should include the annuity received by the employee is a civil service annuitont fincludes U.S. House of Representatives), the gross annual salary shown should include the annuity received by the employee is a civil service annuitont fincludes U.S. House of Representatives), the gross annual salary shown should include the annuity received by the employee is a civil service annuitont fincludes U.S. House of Representatives), the gross annual salary shown should include the annuity received by the employee is a civil service annuitont fincludes.  Committee Employee, complete appropriate item below.)  1. Standing Committee: Staff— Clerical or Professional.  2. Special (Investigative staff of Standing Committee) or Select Committee: Authority—H. Res. 956 of 95th Cong.  3. Joint Committee.  Employee of an Officer of the House, complete item below.)  Position Number	Effective Date
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December 11	
appropriate, signature of Subcommittee Chairman or Ranking Minority Member)  (Type or print name and title of above official)  (Title—If Member, District and State)  All appointments and salary adjustments for employees under the House Classification Act and for Committee expees, except those of the Committee on Appropriations, the Committee on the Budget, and the Joint Committees, mapproved by the Committee on House Administration.  APPROVED:  Chairman, Committee on House Administration  Chairman, Committee on House Administration	elStep
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or Ballpoint Pen) Washington	authorizing official.)	by th
To the Clerk of the House of Representatives:		•
I hereby authorize the following payroll action:	•	
Employee Name (First-Middle-Last)	Effective Date	t .
Brenda L. Welbura	12/31/78	
Employee Social Security Number	Type of Action	
JFK Act 5 (g)(2)(D)	☐ Appointment	
Employing Office or Committee/Subcommittee	□ Salary Adjustment □ Title Change	
Assasinations	Termination (At close of business on effective date)	
TO SEE SALES LULES	Leave without pay (Beginning with effective date above and e	ending 
type of action is an Appointment, Salary Adjustment, or Title		
Position Title	Gross Annual Salary*	
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os the salary received from the employing office.		mploy
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NW 68261 Docld:32244112 Page 4

#### **PAYROLL AUTHORIZATION FORM**

(Please Use Typewriter or Ballpoint Pen)

# U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

## To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Bronda L. Welbern	December 30, 1977
Employee Social Security Number	Type of Action
JFK Act 5 (g) (2) (D)  Employing Unice or Committee/Subcommittee  Assassinations	Salary Adjustment  ☐ Salary Adjustment ☐ Title Change ☐ Termination (At close of business on effective date) ☐ Leave without pay (Beginning with effective date above and ending close of business)  Specify Date
(If type of action is an Appointment, Salary Adjustment, or Title Ch	ange, complete appropriate information below.)
Position Title	Gross Annual Salary*
* If employee is a civil service annuitant (includes U.S. House of Representatives), the plus the salary received from the employing office.  (If Committee Employee, complete appropriate item below.)	
<ol> <li>Standing Committee: Staff—☐ Clerical or ☐ Professi 2 Special (Investigative staff of Standing Committee) or</li> <li>Joint Committee.</li> <li>(If Employee of an Officer of the House, complete item below.)</li> <li>Position Number</li></ol>	Select Committee: Authority—H. ResofCongress.
2 Special (Investigative staff of Standing Committee) or 3.   Joint Committee.  (If Employee of an Officer of the House, complete item below.)  Position Number	Select Committee: Authority—H. ResofCongress.
2 Special (Investigative staff of Standing Committee) or 3.   Joint Committee.  (If Employee of an Officer of the House, complete item below.)  Position Number	Select Committee: Authority—H. Res. 65 of Congress.  Step  of 5 U.S.C. 3110(b), prohibiting the employment of  (Signature of Authorizing Official)
2. Special (Investigative staff of Standing Committee) or 3.   Joint Committee.  (If Employee of an Officer of the House, complete item below.)  Position Number	Select Committee: Authority—H. ResofCongress.  Step  of 5 U.S.C. 3110(b), prohibiting the employment of
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2 Special (Investigative staff of Standing Committee) or 3.   Joint Committee.  (If Employee of an Officer of the House, complete item below.)  Position Number	Step
2. Special (Investigative staff of Standing Committee) or 3.   Joint Committee.  (If Employee of an Officer of the House, complete item below.)  Position Number	Step
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## PAYROLL AUTHORIZATION FORM

(Please Use Typewriter or Ballpoint Pen)

# U.S. HOUSE OF REPRESENTATIVES Washington, D.C. 20515

(Any erasures, corrections, or changes on this form must be initialed by the authorizing official.)

## To the Clerk of the House of Representatives:

I hereby authorize the following payroll action:

Employee Name (First-Middle-Last)	Effective Date
Brenda L. Welburn	December 30, 1977
Employee Social Security Number	Type of Action
JFK Act 5 (g) (2) (D)  Employing Office or Committee/Subcommittee	Appointment  Salary Adjustment  Title Change  Termination (At close of business on effective date)
Assassinations	Leave without pay (Beginning with effective date above and ending close of business)  Specify Date
f type of action is an Appointment, Salary Adjustment, or Title Char	nge, complete appropriate information below.)
Position Title	Gross Annual Salary*
Researcher	\$15,000
If employee is a civil service annuitant (includes U.S. House of Representatives), the gr lus the salary received from the employing office.	oss annual salary shown should include the annuity received by the employe
Committee Employee, complete appropriate item below.)	
1.  Standing Committee: Staff— Clerical or Profession	
2000 Special (Investigative staff of Standing Committee) or Se	elect Committee: Authority—H. Res. 455of 95tCongress
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FEmployee of an Officer of the House, complete item below.)  Position Number	of 5 U.S.C. 3110(b), prohibiting the employment of
Position NumberIf applicable, Level  I certify that this authorization is not in violation elatives.  PateDecember 30, 19_77	
Position Number	of 5 U.S.C. 3110(b), prohibiting the employment of  Aug.  (Signature of Authorizing Official)  118 Stokes  (Type or print name of Authorizing Official)
Position Number	of 5 U.S.C. 3110(b), prohibiting the employment of  Authorizing Official)  (Signature of Authorizing Official)  (Type or print name of Authorizing Official)
Position Number	of 5 U.S.C. 3110(b), prohibiting the employment of  Aug.  (Signature of Authorizing Official)  118 Stokes  (Type or print name of Authorizing Official)
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Copy for Committee on House Administration

#### MEMORANDUM

TO: Thomas Howarth, Budget Officer

Elizabeth Berning, Chief Clerk

FROM: I. Charles Mathews, Special Counsel  $\mathbb{T}$ .C. $\mathcal{M}$ .

DATE: December 30, 1977

RE: Ms. Brenda Welburn

This memorandum is to advise you that Ms. Brenda Welburn as accepted the position of Researcher with the Select Committee. Her effective starting date is December 30, 1977, and her starting salary, \$15,000.00.

Your cooperation will be appreciated in familiarizing Ms. Welburn with staff procedures and welcoming her aboard.

ICM:jl

#### MEMORANDUM

TO: ALL STAFF

RE: Payroll Certification

The Regulations and Accounting Procedures for Allowances and Expenses of Committees, Members and Employees of the U.S. House of Representatives require that, among other things, the Committee's monthly payroll certification include the relationship, if any, of each employee to any current Member of Congress. This certification is signed monthly by our Chairman.

The following are the relationships to be included in the certification:

brother-in-law father nephew mother niece sister-in-law stepfather husband son daughter stepmother wife stepbrother father-in-law brother stepsister mother-in-law sister half-brother son-in-law uncle daughter-in-law half-sister aunt first cousin

Please complete the appropriate portion below, sign and date this form, which will then become a part of your permanent personnel file. If this status changes, you must notify the Committee's Budget Office immediately of the change.

am not related to any current	(95th Congress) Member of Congress
<pre>I am related to a current (95th (Please specify.)</pre>	Congress) Member of Congress.

Bresde Lilienthal Welleurn Signature of Employee 12/30/27 Date